



The South Carolina Court of Appeals

JENNY ABBOTT KITCHINGS
CLERK

V. CLAIRE ALLEN
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June 06, 2016

Guanna McCormick
176 Clydes Loop Road
Chesterfield SC 29709

Re: Guanna McCormick v. SCDEW
Appellate Case No. 2016-000723

Dear Ms. McCormick:

Upon reviewing your correspondence entitled "Brief", the following deficiency or deficiencies have been noted under the South Carolina Appellate Court Rules (SCACR), and any deficiency must be corrected within ten (10) days of the date of this letter:

- The caption/title does not comply with Rule 267(a), SCACR. We have attached a copy of the Court's letter of April 7, 2016 for your reference. You may also visit our website at www.sccourts.org to view the full caption for this matter.
- A proof of service has not been provided. You must serve and file a proof of service substantially in the format shown by Form 7 in Appendix C to part II of the SCACR.
- The initial brief is not accompanied by a designation of matter to be included in the record on appeal as required by Rule 209, SCACR.
- The Appellant's Initial Brief is not in compliance with Rule 208(b) (1), SCACR. The brief is not in the proper format.
- An amended appellant's initial brief must be served and filed. Please review Rule 208, and Form 13 in Appendix C to part II of the SCACR, for the correct format. Specifically, the Index was included on the cover of the brief.

Very truly yours,

V. Claire Allen, Deputy

CLERK

cc: Sandra Bell Grooms, Esquire



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April 07, 2016

Guanna McCormick
176 Clydes Loop Road
Chesterfield SC 29709

Re: Guanna McCormick v. SCDEW
Appellate Case No. 2016-000723

COPY

Dear Ms. McCormick:

This Court has received your notice of appeal, and the case has been assigned the appellate case number that appears above. Please use this number on all future correspondence relating to this matter.

All parties to this matter are advised that all filings must comply with the requirements of Rule 267 of the South Carolina Appellate Court Rules (SCACR). The SCACR are available online at www.sccourts.org/courtreg. Additionally, any filings submitted by counsel admitted in South Carolina must include counsel's bar number.

The attention of the parties is directed to the order relating to the inclusion of personal data identifiers and other sensitive information in documents filed with the Supreme Court of South Carolina and the South Carolina Court of Appeals. The order can be found at www.sccourts.org/courtOrders/displayOrder.cfm?orderNo=2014-04-15-02. Please note that the responsibility for insuring that information is redacted or sealed as required by this order rests with counsel and the parties. This office will *not* review filings for redaction or to determine if materials should be sealed.

COPY

This is to advise that the title in the above matter has been changed to read as follows:

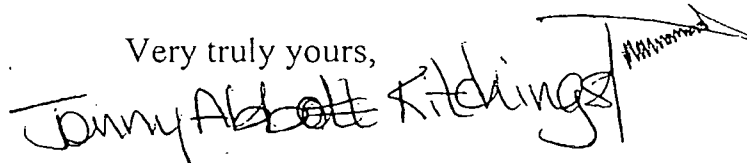
Guanna McCormick, Appellant,

v.

South Carolina Department of Employment and Workforce, Respondent.

All future records in this matter should be changed to reflect this title. If you have any questions, please do not hesitate to contact this office.

Very truly yours,

Jimmy Abbott Kitchens

CLERK

cc: Sandra Bell Grooms, Esquire
Jana E. Shealy